

**Town of Pownal
Select Board Minutes**

Monday, April 11, 2022 6:00 pm

I. Call to Order-In Person Meeting by Chair Morris at 6:00 pm.

Members Present: Jon Morris, Andy O'Brien, Heidi Cushman Curry

Town Administrator: Becky Taylor-Chase

II. Enter Executive Session per 1 M.R.S.A 405 (6) (A) Personnel Matters

Chair Morris motioned to move into Executive Session per 1 M.R.S.A 405(6)(A) Personnel Matters. Selectperson O'Brien seconded.

Discussion: None

Chair Morris motioned to exit Executive Session. Selectperson O'Brien seconded.

Discussion: None

Vote: Yes 3; No 0

The Board moved out of Executive Session at 6:15 pm.

Vote: Yes 3; No 0

III. Pledge of Allegiance

IV. Accounts Payable & Payroll Warrant

AP Warrant #53 in the amount of \$26,468.24

Selectperson O'Brien motioned to approve AP Warrant #53 in the amount of \$26,468.24.

Selectperson Curry seconded.

Discussion: None

Vote: Yes 3; No 0

Payroll Journal #292 in the amount of \$6,419.68

Selectperson O'Brien motioned to approve Payroll Journal #292 in the amount of \$6,419.68.

Selectperson Curry seconded.

Discussion: None

Vote: Yes 3; No 0

III. Minutes of Previous Meetings

• **Minutes of Regular Meeting March 28, 2022**

Selectperson Curry motioned to approve the minutes of the regular meeting on March 28, 2022 as written. Selectperson O'Brien seconded.

Discussion: Chair Morris just noted the level of detail is very good and will be important in years to come if future boards and committees need to look back. The Town Administrator noted she had added the word "committee" in the second paragraph of the Public Comment section after the word "CIP".

Vote: Yes 3; No 0

• **Minutes of Special Meeting March 30, 2022**

Selectperson Curry motioned to approve the minutes of the special meeting on March 30, 2022 as written. Selectperson O'Brien seconded.

Discussion: None

Vote: Yes 3, No 0

The meeting moved to agenda item Department Head Reports.

V. Public Comment – Non-Agenda Items

Susan Briggs Peters was wondering if the Select Board has decided on a Public Hearing to investigate Police coverage. How and when do we decide on when to have a public hearing? Chair Morris said we are having meetings with other towns to explore the possibility of sharing police protection. Without that information we don't know how to move forward. Mrs. Peters asked how that is different from having a public hearing and forming a committee for the buildings. She is looking for clarity. Chair Morris explained that the police discussion is for protection; there is no infrastructure involved. We are just looking at sharing with other towns. With regard to the Fire Station this was generated from the Comprehensive Plan. The Select Board agreed to set up a committee to explore this option. This project has appeared on a previous Comprehensive Plan and Needs Assessment and has now been added to the CIP spreadsheet so the Select Board voted to set up a Public Hearing to talk to the public and enlist volunteers to look at options. Mrs. Peters feels like we are putting the cart before the horse. Why are we not studying what experts say before forming a committee? Heidi Richards felt the town is trying to set up a group of people to look into the potential for new buildings. This group of people would do the initial research. Selectperson Curry's recollection is we discussed having the Budget Committee, CIP Committee and Economic Development & Sustainability Committees doing some of the leg work. The Public Hearing is to receive input from the public and invite anyone else to participate. The Police is exploratory to get a number as to what it would look like. Can we even get a ballpark figure? Paul Schumann in regard to the public hearing hopes it will be the beginning of discussions to solve what problems we have. They need to be addressed in a public discussion. There is a lot to put on the table. Identifying the problems and solutions. What does the committee look like? Could have the Planning Board be involved as well. It's the beginning of a public discussion. This is a long-term goal. Bo Chesney stated one person had reached out to be involved. There is a preconceived notion to create something before issues are flushed out.

The meeting moved to agenda item Map 8 Lot 9

V. Department Head Reports – Submitted Electronically

(Department head reports can be viewed on their respective website page(s))

- **Select Board**

Selectperson O'Brien stated the road posting came down today. The crew is working on grading and screening material and getting good reclaim out of the process. Chair Morris asked what we would be using that for. Selectperson O'Brien said on hills on dirt roads. Chair Morris asked is that because of mud season? Might be a good idea to post dirt roads to local traffic only. Looking back in town reports historically it had been done. Selectperson O'Brien said we can order signs, it's a good idea. Selectperson Curry agrees.

Selectperson O'Brien has attended many meetings except the Planning Board workshop. Selectperson Curry has nothing new to report.

Chair Morris was contacted by North Pownal Community Church and they are looking for a steering committee to consist of 10-15 people interested in talking about the possibilities.

The meeting moved to agenda item Volunteer Form

VI. New Business

- **Map 8 Lot 9**

Chair Morris stated there has been a question of ownership of Map 8 Lot 9 by a resident, Dwight Edgerly, based on a title search. The Registry of Deeds has signed and notarized liens for 3 years. His claim needs to be voted on to be denied. Correct motion is to the board's knowledge the Town of Pownal owns Map 8 Lot 9 based on research done by the town attorney and registry of deeds. Selectperson O'Brien seconded. He checked with the Town Assessor, Donna Hays, and no taxes have been paid by Mr. Edgerly on that property. His claim is he's been paying taxes for several years and the claim is false. Selectperson Curry asked if Mr. Edgerly had been notified that this was being discussed. It was determined he had not been notified and the item is tabled to the April 25, 2022 meeting. He will be notified by mail.

- **Budget Presentations: Solid Waste, Debt Service, County Tax & Revenues**

Andy Wyatt started with tipping fees stating EcoMaine tipping fees have increased \$3600 driven by an increase in tipping. The Solid Waste and Recycling Committee had received invoices for the last 12 months. There has been an increase in tonnage. The yearly contract is also increasing for the next fiscal year. He stated the Septic Contract is state mandated and is currently with Lewiston. Heidi Richards noted the committee will be looking at other options when the contract is up. Pownal Pride Day budget is to cover the flyers. Pay As You Through (PAYT) bags have had an increase in the price of the bags to produce. There is an opportunity to spend some money this year. He spoke with the representative and there is an overrun of 74 cases of large bags. They offered to sell at the current price. If we spend the remaining money in the budget, it would save us some money next year. Bottom line there is a \$7458 increase. For the revenue side the committee has left that the same. Selectperson O'Brien noted they have estimated as well as possible. Mr. Chesney thought it makes sense to encourage residents to recycle as much as possible. The cost of bags is going up. How do we set the price of bags? It was answered that the revenue from the bag sales is to cover the tipping fees. Ms. Richards stated Pownal's goal is not to build reserve. Our goal is to cover the costs of tipping fees. Chair Morris said the ordinance prohibits us from creating revenue. Mr. Chesney asked has there been consideration of raising bag costs since other costs are increasing? Mr. Wyatt noted the price of the bags increased 2-3 years ago. There was a point when cost was reduced because we created too much revenue. Chair Morris stated we need to keep a sharp eye based on the ordinance. Conversations with the Solid Waste Committee and the Select Board to come up with costs to cover the budget need town meeting authority to raise the costs. Ms. Richards said there is significant amount of waste increase in recent years. Chair Morris stated education is good for the environment. Ms. Richards said on Community Day EcoMaine will be here with information, an electric vehicle and a sorting game to educate residents.

The Town Administrator presented the Debt Service Budget. She noted that the grader lease had been paid off and we are receiving a credit on our interest payments which were included in this budget which is why there is a reduction. Mr. Schumann asked if the credits are reflected in the debt service spreadsheet. She was not sure and would like to sit down and go over the spreadsheet with Mr. Schumann to make sure it is up-to-date. She presented the County Tax which has a 6% increase. This is a set assessment. She presented revenues and noted that excise tax is trending upward. MSRP's are rising. On average we complete at least 6 brand new car registrations each month which are replacing vehicles that have hit the lowest mil rate for excise tax. She estimated what we expect to collect for this fiscal year and multiplied that by 80% to come up with the current request. Revenue sharing was discussed. The state provides projections. Historically we have estimated low. Again 80% of the projections was used for the request. Last year the money reimbursed to the Town from

Homestead exemptions was not included in revenues so this was added and information was applied from discussions with the assessor to come up with a request. Most other revenue lines were kept the same or had just a slight change based on recent year trends.

- **Volunteer Form: Jonathan Tefft**

Chair Morris asked how we are set on the Budget Committee. Selectperson Curry stated given Mr. Wyatt's recent resignation from multiple committees we have some space. Selectperson O'Brien suggested the Budget or CIP Committee. Chair Morris asked if we should ask him to join both and be a liaison between the two committees. The Town Administrator will reach out to Mr. Tefft.

- **Oath for Interim Road Commissioner**

Selectperson O'Brien motioned to approve the Interim Road Commissioner oath dated April 11, 2022 for an undetermined amount of time. Selectperson Curry seconded.

Discussion: None

Vote: Yes 3; No 0

- **Recreation Committee Oaths**

The Town Administrator recapped that after receiving 2 volunteer forms for this committee she read the charge to determine if oaths were needed. She found the committee requires oaths and that we only had one on file. These oaths are created with staggered expirations dates as outlined in the charge for the current committee members. Chair Morris motioned to sign the certificate of appointments as presented for Kathy Hogue, Ansley Newton, Heidi Richards, Coren Wheeler, Courtney Hardwick and Ginifir Giddinge. Selectperson O'Brien seconded.

Discussion: None

Vote: Yes 3; No 0

The meeting moved back to the Public Comment agenda item.

- **Comprehensive Plan Report/Updates**

Chair Morris asked where we were on the police protection meeting. Selectperson O'Brien said he heard back from Brian Sites from the North Yarmouth Select Board. The Town Manager will be reaching out. The Town Administrator did hear from her and we need to coordinate a date to meet. Chair Morris stated that Freeport's roster is still short but they are open to conversations once they fill the vacancies.

Chair Morris said in the Comprehensive Plan the community has a desire to have a place to meet. He's had repeat conversations with the North Pownal Methodist Church soon to be the North Pownal Community Outreach. They are looking for volunteers to steer the direction. They need to come up with a plan since the church has left and they have limited funds. He is hoping the Select Board will be open to conversations to discuss a community center.

The Select Board has been looking at relocating different offices. The Road Commissioner's office would move into the Select Board office and redesigning the CEO's office to include a separate work space for the tax assessor. This will facilitate a more direct process between both positions and getting the property cards online.

Selectperson O'Brien stated last week the Planning Board held a workshop and we should look at ways to incorporate the Comprehensive Plan into their work.

Chair Morris spoke about solid waste. Pownal has been invited to be part of a regional waste collection. This would be an automated pickup with one driver and no stern worker on the

back of the truck. The Solid Waste Committee may need to do some research into purchasing our own truck and doing waste collection ourselves or to explore other opportunities.

- **CEO Vacation**

Selectperson O'Brien stated that our CEO needs to return home for a couple of weeks. We should look into asking someone to come in as interim to do inspections. Chair Morris asked if we had contracted with another town to have a deputy CEO? We have not to anyone's knowledge. Selectperson O'Brien suggested reaching out to Scott Dvorak and asking him to fill in when needed. Chair Morris asked if he had his contact information. Selectperson O'Brien does and can reach out. Chair Morris said we need a motion to appoint him as a deputy CEO. Selectperson O'Brien suggested asking him first before appointing.

Selectperson Curry wanted to thank Andy Wyatt for his countless years of service to the town on multiple committees. She did not want him to slip away without recognition. She wished him the best. Chair Morris stated he has been an incredible servant and has given a lot of time to the town. We owe a debt of gratitude.

VII. Old Business

- **Unexpended Balances**

No new information to report.

- **Merrill Rd Performance Bond/Letter of Credit**

Selectperson Curry said the Planning Board has received an email that the Select Board is looking for a Performance Bond and Letter of Irrevocable Credit for the total cost of infrastructure for the Spruce Hollow Subdivision. We are requesting a quote to be reviewed by a 3rd party consultant to be covered by the applicant. We are also requesting a homeowner agreement and letter to be reviewed by our town attorney as a condition of approval. The Letter of Irrevocable Credit allows us to draw down as needed.

Chair Morris asked if the Road Commissioner job had been posted. Selectperson O'Brien said the job description has been updated as proposed. There is a link to it with the job posting. The Town Administrator stated it was posted on the MMA classified site, the town website and shared on the list serves. The end date to submit resumes is April 22.

Selectperson O'Brien noted he had coded bills, checked the email and checked in with the crew.

VIII. Correspondence

Selectperson O'Brien had received numerous calls about the road postings. Chair Morris received about 8 calls about the Road Commissioner situation.

Chair Morris has received a couple of calls from a resident on the Leighton Road. He intends to sue the town on lack of enforcement of ordinances. The conversations continue. He was also notified by Lewiston we may be a part of a PFSA lawsuit based on our sewer disposal fee. It would be part of a class action suit. We may want to research septic haulers. He has been approached to see if we would be cosigners on the brown tail moth near Bradbury Mountain. Chief Peters asked if there are PFSA sites in Pownal. Ms. Richards has been doing some research and most of us have PFSA's in our bodies. Selectperson O'Brien said if you wear gortex, use Teflon pans or wear stain resistance clothes you have PFSA's. Chief Peters said wearing fire gear as well. Chair Morris said there may be water quality testing at certain aquifer sites.

Chair Morris said the MDOT has started work on Elmwood Road from Route 9 to Freeport. It is proposed to build 3-foot shoulders like Route 9. Our Comprehensive Plan played a part into this. Mr. Chesney asked if the Pownal Water District tested the water and asked if they are just ditching. Selectperson O'Brien said they are not testing at this point. Chair Morris said they are ditching in anticipation of a major road overhaul from Route 9 to Mallett Drive. Mr. Chesney said so they are basically redoing the road.

IX. Any Other Business

Ms. Richards stated she can't remember from town meeting but is there something we can do to recognize Andy Wyatt on that day or in the annual report. Chair Morris said the Select Board typically recognizes people like Mr. Wyatt and he will certainly be recognized at Town Meeting.

XI. Adjournment

Chair Morris motioned to adjourn the meeting. Selectperson Curry seconded.

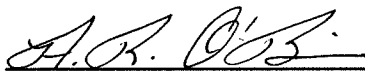
Discussion: None

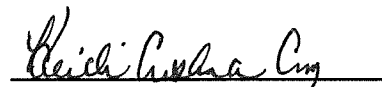
Vote: Yes 3; No 0

The meeting adjourned at 7:44 pm

Respectfully Submitted,
Becky Taylor-Chase
Town Administrator


Jon Morris


Andy O'Brien


Heidi Cushman Curry